



**Embassy of the United States of America
Pristina, Kosovo**

February 14, 2022

Dear Colleagues considering a position at the U.S. Embassy:

I am pleased that you are considering employment at the U.S. Embassy. We seek to attract capable and committed individuals to join our team to help advance our shared priorities with the Government and people of Kosovo. We are looking for employees who want their work to have meaning and who are ready to be part of an organization that values teamwork, mutual respect, and commitment.

We want to particularly encourage a diverse group of applicants. The United States, like Kosovo, is made up of people from various backgrounds – and this is what makes a country a welcoming, inclusive, and diverse place. A part of that inclusivity is to be open and provide equal opportunities in employment for everyone.

The United States Government, along with many American businesses, strives to reflect the country's diversity in the makeup of its workforce. Having a diverse and inclusive working environment where employees come from different backgrounds and equally share in our effort to achieve our goals creates a harmonious environment characterized by efficient operations and well-informed actions.

To achieve a truly diverse and inclusive workforce in which everyone's voice is equally heard and considered is not the result of a single action. This effort is a challenging process requiring serious and continuous commitment from all members of our team.

Our Embassy community is diverse and inclusive – but that does not mean our job is done. We will always search for ways to improve. I am committed to an Embassy workforce that reflects Kosovo's diversity.

I welcome the commitment of Kosovo and its institutions to embrace, promote, and implement diversity, equity, equality, and inclusion practices. I also invite the people of Kosovo, and in particular those coming from underrepresented communities and groups, to apply for job opportunities at the Embassy.

If you are qualified, innovative, energetic, ready to take on challenges, and prepared to work in a diverse, inclusive, and respectful environment, I hope you will apply for a position at the Embassy today.

I wish you every success,

A handwritten signature in black ink, appearing to read "Jeffrey Hovenier". The signature is fluid and cursive, with the first name "Jeffrey" being more prominent than the last name "Hovenier".

Jeffrey Hovenier
Ambassador